

**Minutes of a Special Session of the Common Council of the Town of Clarkdale
Held on Tuesday, February 23, 2021 at 3:00 P.M. via Video-Conferencing**

A Special Meeting of the Common Council of the Town of Clarkdale was held on Tuesday, February 23, 2021, at 3:00 P.M. by Video Conference.

CALL TO ORDER – Meeting was called to order at 3:01 P.M. by Mayor Prud’homme-Bauer.

Town Council:

Mayor Robyn Prud’homme-Bauer
Vice Mayor Debbie Hunseder
Councilmember Bill Regner
Councilmember Marney Babbitt-Pierce
Councilmember Lisa O’Neill

Parks and Recreation Commission

Allyn Backus
Cheryl Kessel (absent)
Cynthia Malla
Gail Worden
Nick Wegman (absent)

Town Staff:

Town Manager Tracie Hlavinka
Public Works Director Maher Hazine
Police Chief Randy Taylor
Interim Finance Director Rob Sweeney
Parks and Recreation Manager Joni Westcott
Community Development Director Ruth Mayday
Parks and Recreation Coordinator Chell Smart
Human Resources Manager Annie Odonetto
Town Clerk Mary Ellen Dunn

PUBLIC COMMENT – The Town Council invites the public to provide comments at this time. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Town Clerk during the meeting. Each speaker is asked to limit their comments to three minutes.

There was no public comment.

CONSENT AGENDA - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.

- A. Reports** - Approval of written Reports from Town Departments and Other Agencies
Building Permit Report – January 2021
Capital Improvements Report – None
Magistrate Court Report – January 2021
Water and Wastewater Report – None
Police Department Report – January 2021

Special Event Permits Issued for May 21 – 22, 2021
 CAT/LYNX Transit Report – January 2021
 Verde Valley Humane Society – January 2021

- B. Resignation of Public Safety Personnel Retirement System (PSPRS) Local Board Member** – Acceptance of resignation of member of PSPRS Local Board.

Action: Approve Consent Agenda items A and B as presented.

Motion: Vice Mayor Hunseder

Second: Council Member Babbitt-Pierce

Vote:

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Aye
Council Member Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

NEW BUSINESS

JOINT SESSION WITH TOWN COUNCIL AND THE PARKS AND RECREATION COMMISSION – A joint work session with Town Council and Parks and Recreation Commission to discuss current priorities and issues.

The Parks and Recreation Commission has been invited to meet with Town Council in a joint work session on Tuesday, February 23 at 3:00 p.m.

The Parks and Recreation Commission consists of the following members:

Chair	Allyn Backus
Vice Chair	Cheryl Kessel
Commissioners	Cynthia Malla
	Gail Worden
	Nick Wegman

The Commission is an advisory body to the Town Council in matters pertaining to and in the advancement of sound parks and recreation planning and programming. This Commission currently meets on the second Wednesday of each month.

As defined in Section 17-3-1 of the Town Code, the Parks and Recreation Commission may:

- A. Assist, counsel and aid the Town Council in the purchase, sale, lease or other method of acquiring or disposing of lands, structures and facilities (anything designed, built or installed to provide function or service) for current or future use for parks or recreation.*
- B. Assist the Town Council in establishing general priorities and continuing plans relating to parks and recreation.*

C. Assist the Town Council on policies, rules and regulations relating to the operation, use, care and maintenance of areas and structures owned, leased or otherwise acquired by the Town for use as parks and recreation.

D. Assist the Town Council in developing fees and revenues in support of parks and recreation.

E. Make recommendations to the Town Council regarding receipt, acceptance or acquisition by gift, bequest or device any real and personal property for parks and recreation

The Parks and Recreation Commission assists staff with decisions regarding the Town's signature events/programs such as:

- Concerts in the Park
- Old Fashioned 4th of July
- Halloween-Safe Trick or Treating
- Santa Comes to Clarkdale
- Caroling in the Park
- Family River Adventure Day

The Commission also assists with oversight of amenities and activities at Clarkdale Parks:

- Copper Penny Park
- Town Park
- Caballero Park
- Selna Mongini Park
- Centerville Park
- As well as programming and recreational opportunities at the river access points. (Lower TAPCO and Tuzigoot)

Park and Recreation Commission Support/Accomplishments

Advised and Assisted in the development of the following:

- Verde River at Clarkdale Programming-Family River Adventure Day
- Movies in the Park community events
- Selna Mongini Park Master Plan Concept
- Recreation elements selection at Copper Penny Park in Crossroads
- I Love My Parks & Trails Program
- Community Partnership program for Concerts in the Park for program sustainability
- Pickleball courts and equipment placement at Centerville Park
- 2020 Parks and Recreation Survey
- Recreation and Open Space elements of the 2022 General Plan

2021 Priorities

- Development of the Parks and Recreation Strategic Plan
- Safe re-introduction of community events/programs
- Trail development and maintenance
- Tract K park at Crossroads
- Promotion of recreational opportunities to residents and visitors, including ethics of use:
 - Community parks
 - River parks including protection of water resource and riparian areas
 - Trails

- Selna Mongini Park development

Chair Allyn Backus called the meeting of the Parks and Recreation meeting to order at 3:04 p.m. and called roll. There was a quorum present with two commissioners absent. Backus gave a PowerPoint presentation to Council to show Commission's accomplishments and goals.

Council and Commission discussion followed. Council agreed that the Commission had done excellent work for the Town and congratulated them on their flexibility and accomplishments during the pandemic.

Chair Backus adjourned the meeting without objection at 3:32 p.m.

Action: This is a discussion item only.

ARIZONA COMMUNITY FOUNDATION GRANT - Discussion and possible action regarding the application to Arizona Community Foundation Grant to assist with funding for the educational water flow feature proposed for Selna-Mongini Park.

Staff applied for the Arizona Community Foundation (ACF)-Sedona grant for the educational water flow feature in 2020 and was awarded \$2,000 for the project. An application was also submitted to ACF-Yavapai and was not funded. Staff received counseling regarding the denial and feels more confident in proceeding with the ACF-Yavapai application for the same project. The ACF grant is a reimbursable style grant with awards up to \$20,000. Due to the fact that the water feature will entail ongoing maintenance following the project completion, staff needs Council approval to move forward. If funded, the awarded amount can be used toward the LWCF grant matching funds.

Parks and Recreation Manager Joni Westcott presented information on this agenda item to Council and explained to the Council that this grant application was due by this Friday and clarified that it was not a reimbursable grant but would receive a flat grant award determined by the Foundation toward a grant match.

Action: Approve moving forward with the Arizona Community Foundation-Yavapai grant application.

Motion: Vice Mayor Hunseder

Second: Council Member O'Neill

Vote:

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Aye
Council Member Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

TOWN OF CLARKDALE CERTIFIED LOCAL GOVERNMENT STATUS – Consideration and possible action regarding Certified Local Government (CLG) agreement with the State Historic Preservation Office.

During the Strategic Planning Sessions held in November of 2019, Council emphasized their commitment to the Town's Historic Districts obtaining Certified Local Government (CLG) status with the Arizona State Historic Preservation Office (SHPO) and the National Park Service (NPS).

The application requires that a jurisdiction meet the following requirements:

- 1) Jurisdiction meets the Federal definition of local government and has the authority to enforce acceptable legislation
- 2) Applicant has established an Historic Preservation Commission (HPC) with a minimum of five (5) members
- 3) Enforce State or local legislation for the designation and protection of historic resources (Ordinance)
- 4) Maintain a system for survey and inventory of historic properties
- 5) Providing for adequate public participation in the historic preservation program
- 6) Review of National Register nominations through a qualified local commission

Town Council authorized the creation of an Historic Preservation Commission (HPC) upon the adoption of Ordinance 405 on July 28, 2020 and then approving the initial appointments to the Commission on September 8, 2020. The Commission held their inaugural meeting on November 19, 2020, and will begin meeting on a regular basis in April of this year.

The State Historic Preservation Office has determined that the requirements have been met or are confident that the requirements will be met with the development of the Historic Preservation Ordinance. Approval of the attached Certified Local Government agreement will establish the Town's status with SHPO and enable the Town to apply for and receive grant funding for a number of historic preservation initiatives.

Community Development Director Ruth Mayday presented information on this agenda item to Council. Council discussion followed.

Action: Approval of the CLG Agreement and authorization of the Mayor to sign said document.

Motion: Council Member Bill Regner

Second: Vice Mayor Hunseder

Vote:

Voting Member	Aye/Nay
Council Member Marney Babbitt-Pierce	Aye
Council Member Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Mayor Robyn Prud'homme-Bauer	Aye
Council Member Bill Regner	Aye

FUTURE AGENDA ITEMS - Listing of items to be placed on a future council agenda.

- Yavapai-Apache Nation Proposition 202 presentation re-scheduled to March 9th;
- Arizona Community Foundation Sedona Grant;
- Selma Mongini Park Project Concept


Strategic Planning Session scheduled for February 16, 2021 from 9 a.m. to 5 p.m.

ADJOURNMENT: Without objection Mayor Robyn Prud'homme-Bauer adjourned the meeting at 3:46 P.M.

APPROVED:


Robyn Prud'homme-Bauer, Mayor

ATTESTED/SUBMITTED:



Mary Ellen Dunn, Town Clerk
A. Oddonetto on behalf of

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 23rd day of February 2021. I further certify that meeting was duly called and held and that a quorum was present.

Dated this 10 day of March, 2021.

SEAL


Mary Ellen Dunn, Town Clerk
A. Oddonetto on behalf of